

Barracks Reminders
Single Soldier Town Hall Meeting
14 June 2011

Maintenance and Repair

The Single Soldiers Complex (SSC) staff has the primary responsibility for ensuring maintenance of your room. You must provide the SSC staff with any maintenance issues or concerns that you may have. The SSC staff is available at each Community Center on Monday through Friday, from 0730-1600. For routine work orders needed during duty hours, complete a work order form and leave it with the SSC staff. Work order forms are located on the reception desks and in the laundry rooms. In the event you are unable to submit the request in writing, please call 751-5446/5427. Work orders will be called in by the SSC staff Mon - Fri from 0800-1530. For routine work orders needed after duty hours, weekends, and holidays, you must complete a work order form and leave it at the reception desk in the Community Center. The work order will be called in on the next business day to the DPW Work Order Section. For emergency work orders needed after duty hours, weekends, and holidays, call the Emergency Operations Center at 751-7684/7685.

Work Order Response Time:

- a. **Emergency** work order response time is within one hour, and work is to be completed within 24 hours. Examples are: key broken in door, door lock broken, flooded room.
- b. **Urgent** work order response time is within 24 hours, and work is to be completed within 3 days. Examples are: no hot water, no heat/air.
- c. **Routine** work orders are completed with 30 days. Completion date may be longer pending requisitioning of materials. Examples are: minor faucet leaks, repairs to closet doors, repairs to interior walls. Maintenance will normally be performed from 0730-1600. If these response times are not met, call your SSC staff for assistance.

Visitors and Guests

Overnight visitors are not authorized at any time. IAW AR 420-1, 3-19 (a) Army Facilities Management, you are negligent if you are aware of persons you allow on the premises are likely to act recklessly and you do not take proper steps to prevent or minimize such conduct. You are grossly negligent if you know that damage is likely to result from the willful misconduct or reckless behavior of visitors, and despite such knowledge, you fail to exercise opportunities to prevent or limit the damage. You, as the Resident, will be charged for the full amount of the loss.

Stray Animals

To report stray animals at the Single Soldier Complex, contact Gregory Pest Control at 309-6848. For safety purposes, please do not attempt to secure the animal on your own. Also, please do not feed stray animals or make attempts to house them.

BBQ Grills

IAW FJ Reg 420-90, charcoal and gas grills will not be used for cooking indoors and will not be located closer than 10 feet from a building or enclosed shelter. Propane tanks will not be stored inside of any buildings. Tanks must be detached and stored outside in ventilated areas. Damage from barbecue grills or grease drippings are considered the resident's responsibility for repair and cleanup.

Pest Management Issues

Pest control measures may be taken by using commonly available commercial products. If more extensive treatment is needed, contact the SSC staff. You are responsible for protecting and arranging your furniture to allow proper application of insecticides. Prior to terminating quarters, you must ensure quarters are free of all pests and rodents.

1. The best way to prevent problems with pests is to improve sanitation in your area. Provided are measures to control infestation of household pests such as ants, cockroaches, bedbugs, and silverfish:

- Place garbage and trash in sealed plastic bags and place in containers with tight-fitting lids. Do not leave your trash can overflowing with garbage. Empty it into a dumpster daily.
- Do not leave empty or partially empty soda cans/bottles sitting around in your rooms. The same goes for pizza boxes and uneaten food.
- Leaving food, trash, etc out will create or worsen a problem with pests.
- Avoid leaving water standing in the sink or tub. If there is a clog, please submit a service order as quickly as possible.
- Keep cereals, grain products and powdered food in tightly covered containers.
- Dispose of waste food because its odor will attract crawling insects into the kitchen.
- Cover the garbage bin well. You may spray a surface insecticide into the garbage container.
- Get rid of unnecessary items. Stored trash can become a breeding ground for a wide variety of pests.
- Check all grocery purchases before storing them. Many crawling pests find their way into the kitchen through grocery products, fruits, and/or beverages.
- Be ready for the pest control crew when it arrives. For example, remove food, cooking utensils, and dishes from cabinets and from beneath the sink.

2. Federal law prohibits pest control personnel from doing a preventive spray of large areas. This means, if you have a problem in a room or a few rooms only the room(s) affected will be sprayed. You can only put out a pesticide in an area that has a problem not the entire building to prevent what might be a future problem in those areas. However, DPW will spray the A and B room as the same time.

3. If you have a pest control problem of any sort please notify the staff at the Single Soldier Complex and submit a work order request. Request forms are located at the front desk in each Community Center.

4. If you have any questions or concerns about pest control or how it is handled on Fort Jackson, please do not hesitate to call the Installation Pest Management Coordinator, Jim Guinan, at 751-6722. Normal business hours are 0700 – 1530, Monday through Friday. You can also leave a voicemail message after hours and on weekends.